

**C.A. Friday Memorial Library  
Board Meeting – January, 27 2015**

The meeting was called to order at 6:01 PM

**Roll Call**

**Present:** Stuedemann, Granroth, Hennings, Ruyle, Ard, Kilibarda

**Absent:** Gjovik

**Certification of compliance with open meeting: Yes**

**Move to Approve Minutes**

Granroth. Seconded by Ruyle.

The motion was unanimously approved.

**Financial Reports**

Ard moved to approve. Granroth seconded. Unanimously approved.

**Director's Report**

Busy with year end projects. Remodeling. Old furniture went to the utilities. Retained some lounge seating. Located in the basement.

Design phase of Website nearing completion. Moving to ease of access information.

No official update Hudson area joint library reimbursement request. Ard-- speaking with supervisors, some of them are new to their position. Will be discussing with supervisors in the coming weeks to devise a plan of action for addressing this.

Annual report-- Hennings is completing the report for DPI this coming month. Library board will have to certify that we are in compliance.

Continuing education--Annie Bauer, Troy Boe and Hennings are taking a course in early literacy and community development online. Upon completion they will earn a \$250 mini grant.

Library staff attended the wild Wisconsin winter web conference. A lot of positive feedback regarding new ideas for programming and technology for 2015. Speakers were from other states. Different ideas, different energy. It was nice for different departments to discuss.

Tax forms this year are different because the 2015 omnibus bill. We can get you set up on the IRS web site, we can print forms. We will not have all the tax forms and instructions will not be available. Stuedemann--they can print out what they need at the library? Ard yes. They can print out what they need from irs.gov. Ard they might be able to process their tax forms online for free. On the IRS site and the Wisconsin state site. Electronic filing is the fastest and most effective way. Strongly encourage everyone to go online. AARP also offers free tax assistance. Hennings--they have been scaling back for the last several years.

All city training 2/13/15 Mike set up a great agenda for the first all staff meeting. Mandatory for all non emergency personnel. Ard moved to approve. Ruyle seconded. Hennings would like to close the library. Stuedemann asked if we will have adequate signage. Hennings rearranged courier schedule and changed due dates so it doesn't affect patrons. Unanimously approved.

Security audit. Hennings a rep from Floyd security toured the library to ensure that the safety of staff and patrons are top priorities. Recommendations for panic button and security cameras. Recommendations will go to the public safety committee. It is not budgeted for this year. Ard is on public safety. Given actions around the country we want to make sure that city offices and library are secure and safe . 24 hours a day the facility can be monitored. Ard looking into grants because this has not been budgeted for. This is a portable system. If we move to a new facility it moves with us. Previously it was hard wired system. We are looking for the money to implement at least in steps. 22,000 for all of the recommendations, but we can implement in phases. Stuedemann is asking about monthly fees for central station monitoring. Ard-- Floyd can put the system in for us, but it can go directly to the police. They said typically it goes to srsi monitor. Ruyle asked if all personnel have access to the panic button. 3 stationary and 3 portable (on lanyards)

Communications. Peplau will be back on the 2nd. Most recent Friends of the Library meeting was canceled. Hennings--history of New Richmond series is this Friday. We just launched homebound delivery. teen hours beach party this Friday. Davy and Georgia are running that. Davy is taking a leave of absence. Loyalty Days 4/25. We Have Your Back is theme.

### **Adjournment**

Ard moved to adjourn. Ruyle unanimously approved.  
Meeting adjourned 6:46 pm